the mid—atlantic archivist

Volume 8 Number 3 July 1979

A RESOLUTION
unanimously adopted by the
Mid-Atlantic Regional Archives Conference
May 17, 1979

WHEREAS, the West Virginia Legislature, in 1905, realized the importance of establishing a State Archives to house and maintain the State's public records, and having since adopted landmark legislation which greatly enhanced legal authority over the disposition of these records through the Archives and History Division, and additionally authorized said Division to house and maintain the State Museum and Library, to publish West Virginia History, and to conduct the Highway Markers program; and

WHEREAS, the West Virginia Legislature, by enacting House Bill 825, has scheduled the Archives and History Division for termination by 1 July 1980 unless re-established by the Legislature after review by the Joint Committee on Government Operations; and,

WHEREAS, the Mid-Atlantic Regional Archives Conference, a professional organization of more than 500 members representing Delaware, the District of Columbia, Maryland, New Jersey, New York, Pennsylvania, Virginia, and West Virginia, devoted to the professionalization of archival institutions and those responsible for the care of all types of historical materials, and to encouraging the adoption of sound archival principles, has become concerned by the actions of the West Virginia Legislature, therefore,

BE IT RESOLVED, that the Mid-Atlantic Regional Archives Conference, recognizing the need to protect and preserve those records of government which document the collective existence of a people as a state and serve as evidence of the accountability of said government, does deplore and express concern at the inclusion of the Archives and History Division in Sunset Legislation.

BE IT FURTHER RESOLVED that this Conference strongly recommends the continuation of the West Virginia Archives in its present form, and further recommends that, in the interest of sound archival principles, the Sunset Legislation be amended to exclude the Archives and History Division.

BE IT FURTHER RESOLVED that the Chairperson of this Conference be directed to send copies of this resolution to the Co-Chairpersons of the Joint Committee on Government Operations, the President of the State Senate, the Speaker of the House of Delegates, and the Governor of the State of West Virginia.

GOVERNOR ROCKERFELLER'S RESPONSE ON PAGE 10

A RESOLUTION
adopted by
The Mid-West Archives Conference
May 11, 1979

WHEREAS the Midwest Archives Conference was established to promote cooperation and exchange of information among individuals and institutions interested in the preservation and use of archival and manuscript materials; and

WHEREAS the Division of Archives and History of the West Virginia Department of Culture and History is in imminent danger of termination due to the passage of the West Virginia Sunset Law (H.B. 825); and

WHEREAS state archival management programs are vital for the preservation of administrative, fiscal and legal records and the cost-effective and efficient storage, protection and servicing of those records.

THEREFORE, BE IT RESOLVED, the Midwest Archives Conference, by a vote of the membership at its annual business meeting on May 11, 1979, urges the exemption of the Division of Archives and History from the Sunset Law in order to continue the preservation of the documentary heritage of the State of Virginia.

The mid-atlantic archivist is a quarterly publication of the Mid-Atlantic Regional Archives Conference (MARAC). MARAC membership includes all interested individuals who live and work in the seven states of New York, New Jersey, Pennsylvania, Maryland, Delaware, Virginia, West Virginia, and the District of Columbia. MARAC seeks to promote the professional welfare of its members, effect cooperation among individuals concerned with the documentation of the human experience; the exchange of information between colleagues working in the immediate regional area; and to improve the professional competence of archivists, curators of textual, aud audiovisual, and related special research collections, and records managers; and to encourage professional involvement of persons actively engaged in the preservation and use of all types of historical research materials. Individual membership dues are $5.00 per annum. The dues year is from October 1 through September 30. Membership is not open to institutions, but institutions may purchase subscriptions to the mid-atlantic archivist for $5.00 per annum. Write: Martha C. Slotten, MARAC Secretary, Library, Dickinson College, Carlisle, Pennsylvania 17013.

Items submitted for maa should be single-spaced, no indentation, in columns 4 1/2" wide, written on pica type, double-spaced between paragraphs. Send to: Donald F. Harrison, maa editor, National Archives (NNP), Washington, D.C. 20408, Phone: (202) 724-1080.

Editorial Staff:
Don Harrison, Editor
Bruce Ambacher, Associate Fditor
Mary Boccacio
Marc Sherman
Laurie Woods

MARAC's membership totaled 530 on July 1, 1979.

A NOTE FROM THE CHAIRPERSON

A recent resolution passed by the Steering Committee asks the chairperson to present a statement of goals and objectives for the coming year. Fortunately, I am following a very efficient and conscientious chairperson, and much of my first year will be spent implementing her ideas. Barbara's contributions include preparing written guidelines for defining duties of various positions within MARAC, streamlining administrative channels and introducing state caucuses.

The position guidelines are being reviewed by MARAC officers and will be presented to the membership for comment, probably in the fall. MARAC mailing problems have been alleviated by centralizing postage and mailing with Martha at Dickenson College, but we will continue to update mailing lists as efficiently as possible. A manual for planning conferences will be prepared so that future local arrangements and program committees will have precedents and recommendations to ease their responsibilities.

Dues are now $5 and the raise in dues should directly benefit the membership as well as cover higher operating costs. The fall steering committee meeting will discuss an appropriation for state representatives to use for promoting activities. Do not hesitate to contact me, Martha, Peter or your state representative if you have an idea for contacting new members or coordinating with a related organization. If the plan or suggestion benefits MARAC and is approved

continued on page 10

TREASURER'S REPORT

5 MAY 1979

Cash on hand, 19 October 1978			
a. Checking account, Fidelity Bank, Phila.		263.74	
b. Savings Account, Fidelity Bank, Phila.			2700.00
Income.			
a. Memberships. 281 @ $3		843.00	
b. Book Sales. 260 @ $3.00		780.00	
c. Profit from Baltimore Meeting		390.70	
d. Tee-shirt sales.		261.50	
e. Transfer from Checking to Savings			400.00
f. Interest on Savings			99.60
g. Misc.		1.00	
		2,539.94	3,199.60
Disbursements.			
a. Newsletter			
1. Printing (Jan & Apr)	174.39		
2. Transport to Carlisle for mailing (3 issues)	35.50		
3. Mailing from Dickinson	174.95		
b. Mucci Book			
1. Binding	28.51		
2. Copyright registration	10.00		
c. MARAC Stationery	251.00		
d. Travel			
1. Steering Committee	45.10		
2. Program Committee (ALB)	31.30		
3. Budget Committee	11.50		
e. Transfer from Checking to Savings	400.00		
f. Advance for NORFOLK meeting	350.00		
g. SAA entertainment	10.52		
h. Clerical assistance	40.00		
i. Bank service charges	34.99		
	1,597.76	(1,597.76)	0.00
BALANCES on hand, 5 MAY 1979		942.18	3,199.60

Respectfully submitted,

Peter J. Parker

Peter J. Parker, Treasurer.

STEERING COMMITTEE MINUTES
MAY 7, 1979

The MARAC Steering Committee was convened by Chairwoman Barbara Hearn on May 7, 1979, at 10:32 A.M. at Winterthur. Present were Bruce Ambacher, Alan Bain, Larry Hackman, Ellen Hassig, Barbara Hearn, Elizabeth Homsey, Jodi Koste, Adele Newberger, Father O'Donnell, Peter Parker, Mary Elizabeth Ruwell, Peter Silverman, Don Skemer, Martha Slotten, Jim Sweeney, Helen Troy, and Frank Zabrosky.

The secretary read the minutes of the previous Steering Committee meeting of October 20, 1978, which were approved. She also reported a membership of 444 as of February 26, 1979, and the publication of the annual directory. Since then the membership total has grown to over 500.

Treasurer Peter Parker reported that the proceeds from the sale of Mucci Manuals to date equalled the expenses of the manual. He submitted the treasurer's report which was accepted and is appended showing a balance of $3,199.60 as of May 8, 1979. Bruce Ambacher wondered whether MARAC might not profit from the 9% interest offered by money market funds such as the Whitehall Money Market Fund at the First Pennsylvania Bank in Philadelphia. Peter will report on the possibility of this at Norfolk, although some concern was expressed for the risk involved if it is not backed by FSLIC. Peter expressed concern for the 4¢ fee he must pay to deposit each MARAC check. There seemed to be no solution to this problem. He also reported on the continuing attempt to secure Tax Status 501c3 which would give MARAC an educational non-profit status rather than professional. Since there would be no particular benefit as we already piggyback on Dickinson College's mailing permit and our own would require a fee of at least $50, the application for a mailing permit is to be tabled until a change in secretaries but we will continue to pursue 501c3 status.

Elizabeth Homsey is to investigate the possibility of our becoming incorporated.

Bruce Ambacher had no particular report to submit for the newsletter except to express satisfaction at the growing amount of acceptable copy which is being submitted for publication.

The report of the Future Meeting Sites Committee was read by Adele Newberger and accepted by the Committee with thanks.

Bruce Dearstyne sent a letter as chairman for local arrangements in Albany, October 19-20, 1979. Frances Seeber, as chairwoman for program, asked for suggestions for a major speaker for the Albany meeting. Mary Elizabeth Ruwell, the newly elected MARAC chairperson, and Frances Seeber will decide what time the business meeting will be held.

Larry Hackman submitted an outline for the program committee for the spring, 1980, Washington, DC meeting.

Barbara reported for the Custer Committee that an award will be made at the Norfolk luncheon to Richard Cox for his unpublished thesis. His state representative and the secretary will circulate appropriate press releases about the award of $100.

Peter Parker submitted the report of the budget committee. He moved the increase in membership dues from $3 to $5. After Jim Sweeney's second and some discussion the motion carried and will be a recommendation to the membership.

Jim Sweeney and Jodi Koste reported on plans for the May 19-20 Norfolk meeting. Because their plans have been plagued by problems due to the Holiday Inn, Barbara is to send a letter of complaint to the head of the Holiday Inn chain with copies to the Mayor and other appropriate officials. The City of Norfolk will assist with registration. It was decided to continue our policy of paying no expenses for members who assist in the program.

Because of the West Virginia State Archives being caught in the sunset law relating to reviews of regulatory commissions Ellen Hassig will draft a resolution for presentation to the Norfolk meeting so that MARAC's concern with this threat to West Virginia's records program will be expressed.

SAA has asked regional groups to observe International Archives Week during the months of September-December, 1979. MARAC members are urged to respond to the recent "Action" bulletin regarding authorization of NHPRC funding by writing appropriate legislators. Barbara is to send a letter for MARAC supporting legislation for increased funding for NHPRC and reauthorization.

Peter Silverman submitted the report of the nominating committee and the results of the election: Chairwoman, Mary Elizabeth Ruwell; Secretary, Martha Slotten; Treasurer, Peter Parker; Members at large, Anthony Crawford, Paul Perkus, Jean Preston, Cynthia Requardt, Patricia Vanorny,; Custer Committee, Frederic Miller, Virginia Purdy, and Edward Weldon.

Any necessary action on the Silverman report will be taken at Norfolk.

Barbara will present to the Norfolk Steering Committee, the summaries of officers and steering committee members' duties drawn up from our reactions to them.

Action on the archives instrument will be postponed to the Norfolk meeting as will the Editorial Board statement.

Discussion of the site for the fall 1980 meeting brought forth the suggestions of Pittsburgh, Lancaster, Ocean City, Md., Cherry Hill, NJ, and Princeton, NJ. Frank Zabrosky, Martha Slotten, Adele Newberger, and Don Skemer were asked to present preliminary information on those sites respectively.

Martha Slotten presented the following resolution which passed by acclaim for recommendation to the membership:

WHEREAS, Barbara Hearn is retiring from her two year term as chairperson of the Mid-Atlantic Regional Archives Conference and
WHEREAS, the membership of eight states has enjoyed and profited from her creative leadership, her warm friendship, and unfailing sense of responsibility, the steering committee and membership of MARAC extend to her their warm thanks and appreciation for her service.

The resolution will be sent to the Director of Winterthur.

The next Steering Committee meeting will be held in Norfolk at 8:30, Thursday evening, May 18, 1979.

Martha Slotten

Martha Slotten, Secretary

STEERING COMMITTEE MINUTES
MAY 17, 1979

Having failed to muster a quorum for the 8:00 PM call, the Steering Committee finally met at 9:35PM on Thursday, May 17, at the Holiday Inn-Scope in Norfolk, Virginia, with Barbara Hearn in the chair. Present were: Don Harrison, Alan Bain, Janet Kern, Adele Newberger, Ellen Hassig, Elizabeth Homsey, James Sweeney, and Peter Parker secretary pro-tem. They were later joined by Larry Hackman and Mary Elizabeth Ruwell.

On motion of Jim Sweeney, seconded by Adele Newberger, the minutes of the Winterthur meeting of the Steering Committee were approved as read. Barbara Hearn reported that she had written Richard Cox, informing him that he had been selected to receive the Custer Award for 1979. She also reported that she had not written the Holiday Inn management to complain about the treatment local arrangements had received in Norfolk; she and Jim Sweeney had decided against it. Barbara also reported that no final action could be taken on the summaries of duties of MARAC officers. The drafts were to be turned over to Mary Elizabeth Ruwell for further consideration and action.

Don Harrison asked for the floor to make a short statement concerning Toby Fishbein's participation in the Norfolk meeting. Don noted that Toby had received a travel allowance from her institution so that she could offer "Basic Arrangement" at Norfolk and so that she could address MARAC's membership concerning the relationship between state organizations and MAC. Don suggested that such an address would be particularly appropriate as a prologue to MARAC's first state caucuses.

Jim Sweeney asked to be excused at 10:00PM.

Mary Elizabeth Ruwell informed the Steering Committee that her mailing address until September will be:
107 Rockglen Road
Overbrook Hills, Penna. 19151

Barbara Hearn then introduced the question of a resolution concerning the possible closing of the West Virginia Archives. After some discussion of Ellen Hassig's draft, it was agreed that a paragraph identifying MARAC's special interest in the case should be added and that the amended resolution would be presented to the general membership for approval at the business meeting Saturday morning.

Peter Parker reported that there has been no substantive progress in seeking 501(c)3 status for MARAC; he would continue his efforts. He then reported that he had investigated the possibility of placing a portion of MARAC's savings in a high-interest account at the First Pennsylvania Company and recommended that the Steering Committee authorize him to make the transfer. The Committee authorized a transfer of $2000.

Larry Hackman asked for guidelines for the Program and Local Arrangements Committees. After some discussion it was agreed that the Budget Committee should draft a set of guidelines after examining an earlier set prepared by Mary Boccaccio.

Barbara Hearn then asked for the Steering Committee's agreement to table the report of the Nominating Committee, noting that the recommendations concerning the staggered terms of the Chairperson, Secretary, and Treasurer would require an amendment to MARAC's constitution. Mary Elizabeth Ruwell asked that the recommendations be printed in the maa and that an ad hoc committee be appointed to draft the necessary amendment.

Barbara Hearn then introduced the Instrument of Deposit of the University of Maryland for the Committee's consideration. After some discussion it was decided that the second paragraph of the agreement, dealing with access, should be reworded so that "processed records will be open to scholars, subject to the normal rules of access of the Maryland Room; all MARAC materials will be accessible to MARAC members, subject to the same rules." The revised statement was approved for execution by the in-coming chairperson. The draft retention and disposition schedules were approved as presented.

Barbara next opened a discussion of future meeting sites. She read a letter from Don Skemer comparing several possibilities in New Jersey: Ocean City was not recommended because of transportation problems; Princeton was ruled out because of high room rates. Skemer recommended Trenton and the Trenton Motor Lodge as the site for the fall, 1980 meeting. Barbara then read Frank Zabrosky's letter concerning the possibilities in Pittsburgh. Frank recommended that MARAC consider meeting at Pitt in the spring of 1981 because of the services that could be offered by the University's Conference Coordinating Center and because of the reasonable room rentals.

Adele Newberger reported that Ocean City, Maryland, ought not seriously to be considered for the fall 1980 meeting because of transportation and local arrangements problems. The Steering Committee agreed to recommend Trenton for the fall of 1980 and Pittsburgh for the spring of 1981 to the general membership.

Larry Hackman offered two motions as new business:
(1) each spring MARAC's chairperson should publish in the maa a statement of goals and objectives for the coming year as well as a summary of accomplishments for the past year;
(2) that each state representative should write for the maa a yearly roundup report which would summarize important legislation, administrative and judicial rulings, etc. for his or her state. Two reports would appear in each issue of maa: Delaware and the District of Columbia first, followed by the states in alphabetical order. Both motions carried.

Barbara adjourned the meeting at 11:30PM.

Respectfully submitted,
Peter J. Parker
Secretary pro-tempore.

GENERAL BUSINESS MEETING MINUTES
MAY 19, 1979

The meeting was called to order by Chairperson Barbara Hearn at 9:00AM at the Holiday Inn-Scope, Norfolk, Va. Peter Parker read the minutes of the Baltimore Business Meeting, which were approved as read. He then offered the Treasurer's Report which was accepted as read.

Jodi Koste asked that those persons holding tickets on the cancelled harbor cruise contact her for refunds after the business meeting. Barbara Hearn asked for a vote of thanks for Jodi and Jim Sweeney for their work in putting the Norfolk meeting together.

At Barbara Hearn's request, Peter Parker read the text of the West Virginia Resolution which was unanimously adopted. He then read the report of the Future Meeting Sites Committee which was accepted and the Committee discharged with thanks.

Barbara Hearn then offered a digest of the Budget Committee report, noting that the budget was premised on three considerations: (1)that all future conferences and publications were to be self-supporting, (2)that MARAC should assume the out-of-pocket expenses of its officers and committee members in the discharge of their duties, and (3)that the various state representatives were to have at their disposal funds for state activities; for Budget Year 1979 the allocation was to be 50¢ per capita. The allocation was to increase to $1 a head for BY 1980. Barbara noted that to meet the expenses projected by the budget an increase in the annual dues would be necessary. Barbara asked for a motion to increase MARAC's annual dues from $3 to $5, beginning with BY 1980. It was so moved and seconded. Discussion of the motion followed. Stephanie Morris asked why an increase was necessary when MARAC's savings balance was so large. Peter Parker responded by noting that the savings balance was seed money for publications and other MARAC activities; it also offered a cushion against losses from meetings; and finally, that MARAC's dues had not been increased since the organization was founded. After some additional discussion, the motion was carried.

Barbara Hearn then reported that the statements of duties of the officers and committee members would be presented to the membership at the Albany meeting.

Bruce Dearstyne then offered a report on the plans for the Albany meeting. The meeting will be held jointly with the New England Archivists on October 19-20 at Empire State Plaza. Lodging will be at the Ramada Inn; bus service will be provided. The meeting will offer a different format from the traditional MARAC format. An opening plenary address will sketch out some of the problems common to archivists from Maine to Virginia. This would be followed by discussion sessions in such areas as business records, ethnic history, labor and local public records, etc. Each discussion leader would offer a position paper, distributed at registration. Each discussion would be recorded and reports would issue from each. Several individuals expressed the hope that such topics as medical records, social service and welfare records, as well as the papers of public officials might also be offered in the discussion session.

Larry Hackman reported that the Washington meeting will be more traditional. His committee has attempted to offer a two-track program: career and introductory sessions. Additionally, the Washington program will offer three or four "core" sessions and will afford attendees the opportunity to visit resources persons in the Washington area.

Barbara Hearn then called upon Don Skemer and Frank Zobrosky to report on the Steering Committee's recommendations for future meeting sites. Don noted the probability of good rates and local arrangements at Trenton; Frank reported about the University of Pittsburgh site. With minimum discussion the membership approved Trenton for Fall, 1980, and Pittsburgh for Spring, 1981.

Ellen Eriksen then offered the report of the Nominating Committee. Officers elected for two-year terms as follows:

Chairperson: Mary Elizabeth Ruwell
Secretary: Martha Slotten
Treasurer: Peter Parker
Members-at-large: Anthony Crawford
Paul Perkus
Jean Preston
Cynthia Requardt
Patricia Vanorny
Custer Committee: Virginia Purdy
Edward Weldon
Frederic Miller

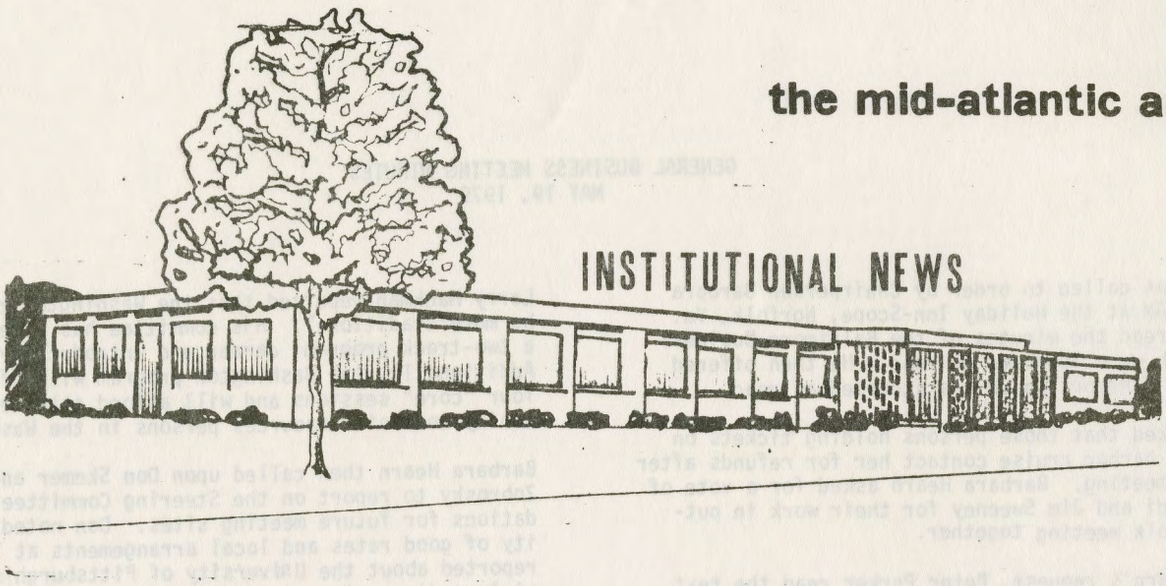
Ellen then presented a digest of the Nominating Committee's recommendations concerning the staggering of the terms of the officers. Several members noted that they had not received ballot mailings and asked whether the ballot had been mailed third class; they were assured that all conference and election materials were mailed first class.

Barbara Hearn recognized Marc Sherman of the Smithsonian Institution who asked that steps be taken at Albany and at all subsequent meetings to offer access to handicapped individuals. The request was noted and will be dealt with by the in-coming chairperson.

Arthur Breton asked for papers to be considered by the Custer Committee. He asked that they be sent to him at the Archives of American Art, the Smithsonian Institution, Washington, DC by June 1, 1979.

On motion, the meeting was adjourned at 10:15AM.

Respectfully submitted,
Peter J. Parker
Secretary pro-tempore.



INSTITUTIONAL NEWS

PEOPLE

JOHN A. H. SWEENEY, Winterthur Museum, was recently promoted to the position of Assistant to the Director.

LAURA ANN GROTZINGER has left the Archives of the Western Pennsylvania Conference of the United Methodist Church and has taken a position in the new records management operation of the New Jersey State Archives in Trenton.

LINDA EDGERLY now is working as an independent consultant in business archives and oral history. While continuing her association with the Chase Manhattan Bank, Linda is consulting for, among others, the Weyerhaeuser Company and the Bank of New York. Her Associate Archivist at the Chase Manhattan Archives is ANNE VAN CAMP from the University of Cincinnati.

BARBARA HEARN, Winterthur Museum, has been appointed a National Endowment for the Humanities reviewer of grant proposals submitted to the Division of Public Programs.

THOMAS L. GRAVELL has just co-authored A Catalogue of American Watermarks. The book represents eight years of research at Winterthur and other libraries.

ROBERT MORRIS has left the New Jersey Historical Society in Newark in order to set up an archives program at Columbia University Teachers College.

MARAC welcomes TIMOTHY WALCH AND VICTORIA IRONS WALCH from MAC. Tim, formerly in charge of SAA's archival security program, will join the staff of the National Historical Publications and Records Commission. Vicki, formerly Assistant Curator of Manuscripts at the Chicago Historical Society, will join the staff of the Machine-Readable Archives Division of the National Archives.

SHONNIE FINNEGAN, University Archivist at the State University of New York University Center at Buffalo, received the Chancellor's Award for Excellence in Librarianship for the 1978-1979 academic year.

INSTITUTIONS

Firepro, a consulting firm hired to conduct an extensive fire safety review of the LIBRARY OF CONGRESS, found serious safety problems including malfunctioning or improperly inspected equipment, improperly trained staff, inadequate fireproofing, and structural hazards. LC's request for funds to make the recommended changes is pending in the House of Representatives.

NHPRC's records grant program staff has compiled a list of all records grants to date. The list briefly describes each grant, indicates completed projects, and notes "products," such as manuals, reports, and finding aids. The list, updated after each grant cycle, is available on request. Contact:

NHPRC
National Archives and Records Service
Washington, DC 20408

WINTERTHUR MUSEUM has announced that the Library will open its reading rooms on the first Saturday of the month, March through December, from 8:30 to 12:00 and 1:00 to 4:30, beginning August 4. The Archives and other special facilities will be open by special appointment.

THE COLUMBIA UNIVERSITY SCHOOL OF INTERNATIONAL AFFAIRS published a descriptive brochure to the Herbert H. Lehman papers. Published in 1968, the brochure has a supplementary page which lists collections added to the Lehman papers since 1968. The brochure is available from:

Herbert H. Lehman Papers
Room 406
School of International Affairs
Columbia University
420 W. 118th Street
New York, New York 10027

MARAC AND HANDICAPPED ACCESSIBILITY

by

Marc Ian Sherman

During the Business Meeting at the Spring'79 Conference in Norfolk, Virginia, a proposal was made concerning handicapped people employed in archival institutions and their relationship to MARAC. In particular, the proposal called for the establishment of a committee to "determine the feasibility of providing handicapped access for all future MARAC meetings beginning with the Fall'79 meeting in Albany, New York, and that an outreach program be instituted at the state level to attract more handicapped people employed in archives to the MARAC meetings."

Handicapped people include those individuals who have physical or hearing impairments. People with physical disabilities have mobility problems that often confine them to wheelchairs. In order for them to partake in meetings, they need barrier-free access such as ramps and elevators at the various locations of the conference. People with hearing impairments have communication problems and would need a sign language interpreter.

The proposal was met with strong endorsement by the membership and an ad-hoc committee was established to investigate the matter. It was decided that the most efficient way to implement the proposal would be to conduct a survey of the various archival institutions represented in MARAC. The committee is presently developing a survey to determine where handicapped people are employed, their handicap, and their interest in joining MARAC if proper accessibility was provided for the conferences. Once this information is collected and analyzed, the committee would submit its results and recommendations to the steering committee which could then determine if there is sufficient demand to warrant providing handicapped accessibility to MARAC meetings. If any person is interested in serving on the ad-hoc committee or providing suggestions, please contact:

Marc Sherman
Smithsonian Institution Archives
Arts and Industry Building
Room 2135
900 Jefferson Drive, SW
Washington, DC 20560

NHPRC GRANTS

During its meeting of June 7-8, 1979, NHPRC recommended new publications and records grants totaling $2,288,559. The following grants were made in the MARAC area:

New York: New York Zoological Society and New York Botanical Gardens, New York, New York: $27,086 for a joint project to establish archives programs for the two institutions.

City of Rochester, New York: a supplemental grant of $2,800 in support of its Rochester City historical photo project.

Cornell University, Ithaca, New York: $50,269 (partial matching) for a collection/record group level survey of manuscript and archival resources in repositories in nine New York counties. This is the second phase of a project to prepare a statewide guide to historical records.

New York Public Library, Performing Arts Research Center, Dance Collection: a $19,654 conditional grant to preserve, arrange, and describe the papers of Ruth St. Denis and Jose Limon, seminal figures in American moden dance, and for surveying and preliminary sorting of the records of the American Ballet Theatre.

DeWitt Historical Society of Tompkins County, Ithaca: $2,486 to prepare reference prints of glass plate negatives relating to the history of central New York between 1890 and 1925, with particular emphasis on agricultural history and rural life.

Staten Island Institute of Arts and Sciences, Staten Island; $22,550 to arrange and describe the manuscript and cartographic collections of the Institute, which relate to the natural, cultural, political, and economic history of Staten Island.

New Jersey: Bureau of Archives and History, New Jersey State Library, Trenton: $9,932 to continue its survey of New Jersey county records of historical value and for the development of improved county records programs.

New Jersey Historical Society, Newark: $14,390 in support of the second year of a project, conducted jointly with the Newark Public Library, to survey and accession or otherwise promote the preservation and use of historical records of Newark's business and labor organizations.

Maryland: Johns Hopkins University School of Medicine, Baltimore: $32,739 for the second and final year of a project to arrange, describe, and prepare a guide to the records of the Johns Hopkins Medical Institutions.

District of Columbia: National Council of Negro Women: a supplemental grant of $13,852 to process additional records of the NCNW and to develop programs for the preservation and use of the historical records of NCNW branches, affiliates, and related organizations.

American Institute of Architects Foundation: $29,767 (partial matching) to preserve, arrange, describe, and make available for use architectural drawings, photographs, and other records of Richard Morris Hunt, 1827-95.

MEETING OF THE DISTRICT OF COLUMBIA CAUCUS AT THE NORFOLK CONFERENCE

by
Alan Bain
District of Columbia
State Representative

Twelve persons met with their State Representative at the first District of Columbia caucus held in Norfolk on 19 May.

It was obvious during the meeting that the members wanted to discuss various issues as well as visit different repositories within the District. A decision was reached that the District members get together during the year. The first meeting will be held at the Smithsonian Archives on June 28th, from 4:00 to 5:00 P.M.

Invitations were mailed out to members listed in the recent MARAC Membership Directory under the District of Columbia. In addition, invitations were also sent to MARAC members living in the Washington metropolitan area, who might be interested meeting with the District members.

For those MARAC members who reside in the Metropolitan area and work in the District, but have not received an invitation and would like to meet with the District group, please contact Alan Bain, Smithsonian Archives, Washington, D. C., 20560, telephone 381-4075.

NEW YORK STATE CAUCUS REPORT

Approximately fifteen archivists attended the New York State Caucus meeting at MARAC/Norfolk. Discussion centered around the future role of the Caucus and the state representative in a state which already has several regional archival organizations, such as the Lake Ontario Archives Conference and the Long Island Archives Conference. It was felt that the Caucus might fill an important function in the areas of communication and coordination, but the group was undecided as to specifics. It was determined that these questions might be better considered by a smaller group. An Ad Hoc Committee was formed, which includes representatives from various parts of the state: Rev. Lawrence McDonnel, Paulist Fathers, 415 W. 59th St., New York, N. Y. 10019 (MARAC State Rep.); Bruce W. Dearstyne, New York State Archives, Cultural Education Center, Albany, New York 12230; Erik Eriksen, Brooklyn Rediscovery, 57 Willoughby St. Brooklyn, N. Y. 11201; Brother Denis Sennett, Graymoor, Garrison, N. Y. 10524. They will meet to discuss some of the questions and issues raised at Norfolk, and will present a report to the full Caucus at the Albany meeting in the fall. The Committee is interested in receiving input from other Caucus members. If anyone has any ideas or questions, please contact one of the members as soon as possible.

The Caucus also decided to officially invite members of the New York State Historical Records Advisory Board to the MARAC Albany meeting and to the State Caucus meeting. In a more sociable vein, it was decided to hold an informal get-together on Friday evening, October 19, 1979. Edward Oetting will scout out a location on the SUNY/Albany campus.

All agreed that this, our first State Caucus meeting, had been a successful one.

Ellen Eriksen

ARCHIVES AND RECORDS MANAGEMENT IN THE DISTRICT OF COLUMBIA

The amount of legislation concerning records management and archives in the District of Columbia is sparse. One of the earliest acts, passed in 1878, maintained that all records belonging to the "late corporations of Washington (and) Georgetown, or of the levy court of the District of Columbia," or created by persons employed by the corporations or the District, were the property of the District (Title 1, chapter 106). In 1901, it was declared that all public records relating to real or personal property in the District, regardless of which public office the information was located, was open to the public for inspection, free of charge (Title 5, chapter 705).

In 1977 the District passed a Freedom of Information act (Title 1, chapters 1521-1529). The act establishes the machinery for requesting access to public documents; deadlines for response; means for redress; exemptions under the act; and reporting procedures on public record disclosures.

Disposition schedules covering District records are established by a District records management officer within the District's Department of General Services. These schedules are similar to the NARS' General Records Schedules. Neither the schedules, nor the authorization for establishing the schedules, are established by legislative authority. The District does not maintain its own archives. Upon a request from NARS, the District forwards its archival material to a federal record center.

PENNSYLVANIA STATE CAUCUS

Frank Zabrosky is planning to circulate lists of members of the State Records Board and copies of the State records plan to Pennsylvania members. He is also preparing to contact members later this summer when membership renewal is due.

ADVANCED ARCHIVES COURSES

NARS' Modern Archives Institute will offer its first advanced course on archival topics October 16-18, 1979. The course will focus on problems of access and appraisal in case files. Topics will include primary and secondary value, sampling, privacy, and the scheduling of case files for disposal.

The second course, April 21-25, 1980, will deal with conservation of still photographs. Topics will include basic photochemistry, special conservation techniques, and types of emulsion and restoration. For further information contact:

Modern Archives Institute (ND)
National Archives and Records Service
Washington, DC 20408

"GOING TO THE SOURCE"

"Going to the Source: An Introduction to Research in Archives," the National Archives' four-day course on the use of primary sources, will be given November 6-9, 1979, at the National Archives. Sessions will deal with locating and gaining access to primary sources, with printed finding aids, and with the process of research in archives and manuscript depositories. Workshops will provide experience with documents, microfilm, and finding aids. For further information contact:

National Archives & Records Service (NE)
Washington, DC 20408

A SUMMARY OF FREEDOM OF INFORMATION AND PRIVACY LAWS IN THE 50 STATES

	FREEDOM OF INFORMATION		PRIVACY									
	Open Records	Open Meetings	Study Commissions	Information Systems Regulation	Criminal Information Systems Regulation	Arrest Record Expungement	Polygraph	Reporter's Privilege	Medical Records	Consumer Credit Reporting	Financial Privacy	Miscellaneous
ALABAMA	X	X						X				
ALASKA	X	X			X		X	X	X			
ARIZONA	X	X	X					X	X	X		
ARKANSAS	X	X		X				X	X			
CALIFORNIA	X	X		X[1]			X	X	X	X	X	X
COLORADO	X	X										
CONNECTICUT	X	X		X		X	X		X	X		
DELAWARE	X	X				X	X	X				
DIST. OF COLUMBIA	X	X										
FLORIDA	X	X				X			X			
GEORGIA	X	X							X			
HAWAII	X	X			X	X	X		X			
IDAHO	X	X					X		X			
ILLINOIS	X	X				X	X	X	X			
INDIANA	X	X	X					X				
IOWA	X	X			X				X			
KANSAS	X	X							X	X		X
KENTUCKY	X	X	X		X			X		X		
LOUISIANA	X	X				X		X	X	X		
MAINE	X	X				X			X			X
MARYLAND	X	X[1]	X		X	X	X	X	X	X	X	
MASSACHUSETTS	X	X	X	X	X	X	X		X	X		X
MICHIGAN	X	X					X	X	X			
MINNESOTA	X	X	X	X		X	X	X				
MISSISSIPPI		X							X			
MISSOURI	X	X				X						
MONTANA	X	X	X				X	X				
NEBRASKA	X	X					X	X				
NEVADA	X	X				X		X	X			
NEW HAMPSHIRE	X	X	X	X					X	X		
NEW JERSEY	X	X				X	X	X				
NEW MEXICO	X	X				X		X	X	X		
NEW YORK	X	X				X			X			
NORTH CAROLINA	X	X		X		X		X	X			
NORTH DAKOTA	X	X						X				
OHIO	X	X		X				X				
OKLAHOMA	X	X						X		X		X
OREGON	X	X				X	X	X		X		
PENNSYLVANIA	X	X					X	X	X	X		X
RHODE ISLAND		X				X	X	X				
SOUTH CAROLINA	X	X				X			X			
SOUTH DAKOTA	X	X						X	X			
TENNESSEE	X	X										
TEXAS	X	X							X			
UTAH	X	X		X					X			
VERMONT	X	X										
VIRGINIA	X	X	X	X					X			
WASHINGTON	X	X	X		X		X		X	X		
WEST VIRGINIA	X	X										
WISCONSIN	X	X							X			X
WYOMING	X	X							X			

[1] Executive order.

From: ACCESS REPORTS, (Report No. 2, April 1977), p.3.
Access Reports, 2626 Pennsylvania Avenue NW, Washington, DC 20037

continued from page 2

in advance, we will help you and reimburse you for stamps, supplies and other direct expenses.

At the Norfolk meeting, the first state caucus meetings took place. MARAC covers a large territory and has many different kinds of institutions. State caucus meetings and gatherings of specialized groups, such as religious archivists or business archivists will be encouraged because these provide a way to have more personalized and specific discussions of professional problems and issues.

I see myself as having presented a fairly conservative platform compared to Don Harrison and Clark Beck. This does not mean that MARAC should not be aware of political issues or professional concerns. The West Virginia resolution was very important because archives often have an image of a basement or warehouse operation and MARAC has an obligation to inform others about the concerns of archivists. As professionals, members have to be informed of legislation, court rulings, and other decisions that will affect us. The maa will continue an active program to seek out this kind of information and get membership reaction to issues.

On the other hand, MARAC must be careful in implementing projects which demand considerable time and expense. Although efforts like the Custer Award to encourage professional publication are necessary, MARAC is not geared for a publishing program at this time. If you have suggestions for a publication or large-scale project, however, the Steering Committee will certainly consider it.

Conventions have been MARAC's most direct contribution to its members. The programs scheduled for the coming year seem excellent and are geared for a wide range of interests. I will continue to encourage full Friday and Saturday meetings and workshop formats where possible.

I hope to see you in both Albany and Washington, D.C. Meanwhile, I would be happy to have any comments or suggestions. Thanks.

mer

TRENTON MEETING POSTPONED

The meeting planned for Trenton, New Jersey, for the fall of 1980 has been deferred. Both timing and facilities have presented unexpected problems. A new convention center in New Brunswick will be completed by the fall of 1981 and plans are being made to reschedule the New Jersey meeting for that time.

This leaves MARAC with no meeting site for the fall of 1980. New York City and Lancaster County, Pennsylvania, are under consideration as alternate sites. Your comments, recommendations, and suggestions are welcome.

WILL YOU ANSWER THE MAC CHALLENGE?

The Midwest Archives Conference has challenged MARAC to a softball game just prior to the SAA annual meeting in Chicago. The game will take place Monday, September 24. If MARAC is to win this "Battle of the Regional Stars" all MARAC members who will be attending the meeting should begin to redevelop their softball skills and talents immediately. DON HARRISON and LINDA HENRY will coordinate MARAC's team.

JOHN D. ROCKEFELLER IV
GOVERNOR

STATE OF WEST VIRGINIA
OFFICE OF THE GOVERNOR
CHARLESTON 25305

June 12, 1979

Dear Ms. Ruwell,

Thank you very much for writing to express your concerns about the impact of the sunset bill which was passed during this session of the Legislature.

Be assured that I share your concern about the continuation of the Division of Archives and History, and I have made my feelings known to certain members of the Legislature. I signed this bill only after receiving assurance from its sponsors that its intent is not to abolish this division, but rather to conduct a performance audit with a view toward strengthening its role in the future.

I think that you will find that this administration's commitment to the preservation of West Virginia's culture and history is strong, and I hope that my comments have eased your worry.

Sincerely,

John D. Rockefeller IV

Ms. Mary Elizabeth Ruwell, Chairperson
Mid-Atlantic Regional Archives Conference
107 Rockglen Road
Overbrook Hills, Pennsylvania 19151

CARTER PRAISES NHPRC

NHPRC's third "Report to the President," which detailed its activities in supporting the advancement of knowledge of American history from 1950 to 1978, was recently accepted by President Carter. Areas of particular focus have been the preservation of documentary sources of American scientific development, the activities of women, and the black experience. President Carter commended the NHPRC "for their efforts to safeguard historical materials and to make them more widely known and available for use." He called their accomplishments to date "impressive." maa joins the President in a well-earned salute to the Commissioners and staff of NHPRC.

BARBARA HEARN, past chairperson, is seeking the following back issues of the American Archivist:

Vol. 6, No. 3 (July 1943)
Vol. 8, No. 2 (April 1945)
Vol. 9, No. 4 (October 1946)
Vol. 19, No. 4 (October 1956)

Contact Barbara at the Winterthur Museum, Winterthur, Delaware, 19735.

Legality of Microfilm. Cohasset Associates, 3806 Lake Point Tower, 505 N. Lake Shore Drive, Chicago, Illinois 60601. $75.00

The Legality of Microfilm is an updated version of the "The Admissibility in Evidence of Microfilm Records," published by Eastman Kodak in 1971. The publication is a compendium of current laws, regulations, technical requirements and guidelines for submitting microfilm as evidence in court or government regulatory proceedings. An introduction provides a basic understanding of the functions of statutes, administrative regulations, and a summary of all Federal laws and the Federal Rules of Evidence Act that pertain to micrographics. A companion review of state laws includes analyses of nearly 1,000 laws in the 50 states. The text also contains a "how-to" section with guidelines for implementing micrographics programs that will comply with diverse laws and regulations.

JOINT MEETING WITH NEW ENGLAND

MARAC's fall conference will be a joint meeting with the Association of New England Archivists at the Empire State Plaza in Albany, New York, October 19-20, 1979. There will be a plenary session on Friday morning. Dr. James E. O'Neill, Deputy Archivist of the United States, will be the principal speaker.

Conference on the Research, Use and Disposition of Senator's Papers. Proceedings, September 14-15, 1978. Senate Historical Office, Office of the Secretary, United States Senate, Washington, DC 20510

INTERPRETING THE HUMANITIES THROUGH MUSEUM EXHIBITS

The American Association for State and Local History, under an NEH grant, is sponsoring regional workshops in a new integrated training program: "Interpreting the Humanities Through Museum Exhibits." The workshops focus on exhibit design. The workshop for the northeast including New York, New Jersey, and Pennsylvania will be on August 5-8, 1979; the one for the mid-atlantic region including the District of Columbia, Delaware, Maryland, Virginia, and West Virginia, will be on October 24-27, 1979. For further information contact:

Exhibits Workshops Coordinator
American Association for State
and Local History
1400 Eighth Avenue S.
Nashville, Tennessee 37203

SAA President Hugh Taylor invites annual meeting participants to join him every morning of the meeting for the President's Mile, either jogging or walking along a pre-determined route. It will be an opportunity to clear the mind and get some exercise before the sessions begin. Details will be in the pocket program.

From the SAA Newsletter
July 1979

The Proceedings of the Conference on the Research, Use and Disposition of Senators' Papers, held at the Capitol, September 14-15, 1978, have been published. Copies may be obtained from the Office of the Senate Historian. The volume includes a Checklist: Steps Toward Establishing a Records Disposition Program ; and papers presented by historians, archivists, and senate staffers regarding access, use, appraisal, and disposition of Senatorial papers.

maa has received the first issues of two more new archival newsletters: The Kentucky Archivist, published by the Kentucky Council on Archives, and The Salvation Army Historical News-View, published by its Archives and Research Center. Both are off to an excellent start.

Guide to the Manuscript Collections of the New Jersey Historical Society. New Jersey Historical Society, $16.00 before September 19, 1979, $20.00 thereafter.

This new guide to the New Jersey Historical Society's collections, prepared by Don C. Skemer and Robert C. Morris, reflects the tremendous growth in the Society's collections since its last guide was published more than two decades ago. The new guide is more than 250 pages long and describes over 1000 collections of papers and records. The guide is available from:

The New Jersey Historical Society
230 Broadway
Newark, New Jersey 07104

POSITION AVAILABLE

Library Conservator: The George Peabody Library,
Baltimore, Maryland.

Responsibilities: Condition survey and inventory of rare book room (8000 vols.); selection and recommendation of treatment including photographic and bibliographic documentation of all volumes to be treated, repaired or boxed; maintenance of collection including recommendations on environment, storage, handling and use; installation of exhibits including construction of individually tailored cradles; training and supervision of volunteers and assistant in stack maintenance procedures.

Qualifications: Bachelor's degree. Apprenticeship or recognized training in book or paper conservation. Historical awareness or formal study in book trade, production, materials, structures and use. Manual dexterity. Ability to evaluate physical condition of materials. Ability to organize and maintain records. Ability to establish rapport with cooperating library agencies and personnel. Ability to communicate in writing and through public address. Skills in photography, bookbinding and paper treatments or repairs, practical study of the properties of archival materials and their mechanism of deterioration necessary. Knowledge of current materials and suppliers of book and paper conservation required. Ability to direct or implement an effective in-house conservation program and to maintain high standards. Interest or skills in bibliographic description and research, including knowledge of appraisal tools desirable. Experience in conservation within a research library, a library degree with conservation or rare book concentration, or experience in the rare book trade preferable.

Send resume and three references to:

Anne Dutlinger (before August 15)
Mrs. Richard Hart (after August 15)
George Peabody Library
17 E. Mt. Vernon Place
Baltimore, Maryland 21202

Martha Slotten
Secretary, MARAC
Dickinson College Library
Carlisle, PA 17012

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